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ship in any direction, if they ever come, should be at the earliest betrayal of their purpose be sternly repressed and at the same time be given wide publicity, that we may all be on our guard. We may legitimately and properly adopt a once famous and much ridiculed slogan as our own, in this regard, and write over the doors of our public libraries "All that we ask is, let us alone!"

The CHAIRMAN: Now, I hope you will remain a few moments to listen to the reports of the Secretary and of the Committees. Most of the committee reports have been distributed by placing them upon the chairs in the hall and will not be read.

It falls to my pleasant lot to introduce Mr. George B. Utley, a worthy successor in the line of A. L. A. secretaries, who will now present the Secretary's report.

SECRETARY'S REPORT

The report which is here presented covers so far as a written statement can the work of the Executive office since the report made by Mr. Hadley at the Mackinac conference. Mr. Chalmers Hadley, who became Secretary on October 1st, 1909, resigned in January of the present year to accept the librarianship of the Denver public library, and the present occupant began his work at the Executive office on February 13th.

The Executive office finds itself still in possession of the roomy and commodious quarters generously given by the trustees of the Chicago public library and of the excellent equipment donated by the Chicago library club, and the year's tenure has only deepened our feelings of gratitude and obligation for these beneficent acts which have gone so far toward making possible an Executive office for the Association. We are also the recipient of many other courtesies; from the Chicago public library, light, heat, excellent janitor service, and many acts of kindness on the part of the staff which help the work very materially; from Mr. C. W. Andrews the free services of his treasurer's assistant when the service of a notary public is needed, which happens

at least once a month; from Mr. Henry E. Legler, the personal loan of pictures and furniture; and free clerical assistance from a number of friends of the work, which has enabled us at rush times to do more than our limited appropriation would have permitted.

The present Secretary, as did, I am sure, his predecessor, feels that certain phases of the work are materially assisted by the fortunate location of the offices in the same building with a library of no mean reference facilities and in close proximity also to two of the choicest reference libraries in the country. During the past year Mr. Hadley succeeded in organizing much more perfectly the routine of the office than was possible the first few months, and the work is now moving forward with considerable smoothness. It is not necessary to remind the membership that the ordinary business routine of the office, about which little needs to be said in an annual report, is nevertheless the part that takes the most time, that which must be attended to before excursions are made into fields of new activities, and which increases steadily in proportion to the success of the work accomplished. The editing of the Bulletin and various publications of the Publishing board, the reading of large quantities of proof, the sale of publications with the attendant mailing, billing and bookkeeping, the distribution of the Bulletin and the Booklist, the necessary bookkeeping of membership dues, changes of addresses of members, attending to a correspondence averaging 35 to 40 letters per day, preparing copy for advertisements, arranging contracts with printers, and making the business arrangements for the annual conference and mid-winter meetings; all these and many other matters must be regularly looked after each month as they come up. The remaining margin of time has been filled with a variety of activities of which it is only possible to give a suggestion, as work of this character is not easily classified, or reduced to statistics. The Secretary feels that the work of the Executive office is intensely interesting and responsible and fully deserving of the very best

thought and brain and business acumen that can be brought to bear upon it, and earnestly hopes that the efforts of the headquarters office are contributing in some measure at least to the increase of efficiency in modern library development.

The Executive office receives an immense amount of correspondence from library workers in all parts of this country, of the continent of Europe and of the world, letters not only coming to us from every state of the union and every province of Canada, but from Mexico, Cuba, Porto Rico, South America, England, Germany, France, Norway, Russia, Bulgaria, China, Australia, Hawaii and Straits Settlements. This correspondence is an able argument for the service that an Executive office can render to a very wide circle of workers. In most instances the Secretary has been able either to give the desired information or to direct the inquirer to the proper source for obtaining it. It can readily be seen that such a mass of correspondence occupies necessarily a considerable amount of the Secretary's time. As the Secretary pointed out in his last annual address, frequently the advice sought was of sufficient importance to require considerable thought and preparation in replying. Among the many items of information which have been asked from the present occupant in the past two months it may be of interest to show their trend and scope by recalling the following: Assistance on book purchases from a library in Mexico; how to start a free library in a town of 800 people; establishment of a library school in Russia; information on library laws for use in Norway; particulars on our civil service system from a government official of Bulgaria; how one may learn to become an expert indexer; whether it would be well for a small village library and a small college library to combine; assistance in establishing a library commission in a state now without one; suggestions for a reading list for a boy's summer camp; opinion regarding the value of certain designated juvenile books for library use; correspondence and personal conference with several persons regarding proposed additions to their library buildings; etc.

In his report last year the Secretary outlined the publicity work of the Executive office, calling attention to the various articles written for newspapers and other periodicals, for encyclopedias and annuals and for convention bureaus and commercial clubs. Mention was also made of the publicity given through library school lectures, through the sale of publications to non-members, as well as through official representation at various state meetings and through other agencies. As very much the same policy has been carried out the past year it is unnecessary to repeat in detail these employed methods. Along some lines the office has been enabled to do more publicity work than last year, but, as pointed out by Mr. Hadley, more money is needed for this work, though a certain amount can be accomplished on the present income.

During the year the Secretary has recommended about thirty librarians to positions, about half of whom received appointments; has been consulted regarding building plans by nearly twenty librarians or library trustees; has sent plans of buildings and photographs to eleven different cities; secured a valuable lot of magazines for one library; helped to select books for purchase by one of the three U. S. penitentiary libraries; and sent exhibits of library publications to Germany and to Russia. These exhibits were sent at the request of Hugo Münsterburg and Count John Tolstoi, respectively.

Library building plans are proving very useful. Many requests are received for loans. We wish we might receive plans of all libraries erected in the past eight or ten years. Such a donation would be a real help to the cause of greater efficiency in library administration, and would not be a very great expense to the contributing libraries.

About one-fourth of the time of the Secretary, and about three-fourths of the time of the other staff members are occupied in work connected with the Publishing board. It is not necessary, however, to speak further of this feature of the Secretary's activities as the report of the A.

L. A. Publishing board covers this with sufficient fulness. The office has sold 10,273 copies of its various publications at an aggregate cost of \$4,778.12.

Membership. The Association needs more members, institutional and individual, and I believe just as firmly that the individuals and the libraries need the Association. Throughout the year a systematic and continuous campaign for new members has been conducted, and although our efforts have gained a fair addition of new names the number is woefully small compared with the total number of library workers in the country.

Every library that has an income of at least \$5,000 a year ought to belong to the A. L. A. both for its own good and for the help it can render the Association by its membership fee, and every librarian and library assistant whose salary is not less than \$60 a month would find it a personal asset and an advantage to be allied with the national association. Many a library board who have decided they could not afford to have their institution placed on the membership roll would unhesitatingly vote five dollars a year for periodicals which are of far less service than the A. L. A. Bulletin and Booklist, which are secured free through membership, to say nothing of the other very substantial benefits derived.

In addition to our desire to enroll a large number of libraries as institutional members, and entirely in addition to the pecuniary profit which membership brings to the work of the Executive office, we would like to welcome to the Association a host of library workers, in order that they may have the feeling of being a part of a great organized professional movement, of being one in a vast fraternity working for the uplift of their respective communities. We earnestly request librarians to recommend membership in the Association to their staff members. This, we are confident, can be tactfully done in a way to preclude any suspicion of duress on the part of the chief and to impress the assistants that it is solely for their good and advantage that the suggestion is made. A number of trus-

tees are already members of the Association, several having recently joined. We recommend to librarians that they extend a cordial invitation to join the A. L. A. to members of their boards, explaining to them the advantages accruing, and the opportunity, on their part, by a very small outlay, of aiding in library development beyond the confines of their own community. The library horizon of the average trustee would be considerably broadened by the perusal of the papers of such a conference as we are now holding, and he might look at things thereafter more nearly from the same point of view as his librarian. The membership is far more than national, it is world-wide. Besides having our members in every state in the union, and in nearly every province of Canada, our Bulletin goes to members in England, Scotland, France, Germany, Norway, Denmark, China, Japan, India, Australia, New Zealand, Hawaii, Philippine Islands and Porto Rico. If the Secretary could find the time for the necessary correspondence our membership could undoubtedly be widely extended among the libraries of Great Britain, as only two of the English libraries are now institutional members. The Secretary hopes to take up this matter in the near future and suggests that as a return courtesy some of our large libraries join the British library association and receive their official publications.

For the year 1910 only fourteen members of the Association were registered from Canada. The Secretary hopes to induce more of our Canadian cousins to take an active part in the association. Here too he can be greatly assisted if Canadian librarians who are interested in the Association will urge membership to their friends when attending local meetings or writing other librarians. If an official representative of the A. L. A. could attend some of the provincial library association meetings, good returns in membership would probably result.

There are at the present time 284 institutional members in the Association. The Secretary has recently addressed a special letter to the boards of about 350 libraries

in various parts of the country placing before them the advantages of membership and heartily inviting them to join the Association. This will, we hope, result in quite a list of new members. California has more members, both institutional and individual, than any other state west of the Mississippi, and it is a pleasure to report this fact here on California soil. But we suspect that even California has some librarians who have not yet found their way into the folds of the A. L. A.

On May 4th there were 2,118 members enrolled, of which 284, as stated above, were institutional members. From May 15, 1910, to May 4th, 1911, 296 new members have joined the Association as compared with 154 for the nine and one half months preceding—of this number 53 were institutional members, and by a strange coincidence in numbers 53 of the 154 new members of 1909-10 were also institutional members.

Notices regarding dues for 1911 were mailed the first of January; second notices were sent out the first part of April, and at the close of this conference third notices will be mailed, accompanied by a letter urging librarians not to let their membership lapse, and informing them that those who fail to remit before July 1st, will no longer be regarded as members. Until we know how many fail to respond to this notice it will be impossible to state the net increase in membership over last year, but there will probably be some gain. In 1910, 320 new members joined the Association, but 137 allowed their membership to lapse.

It is a serious problem how best to combat the tendency to let membership lapse when the member cannot attend the conference. If those who join the Association with the serious desire and intention to receive good and impart good find that they cannot attend the annual conference they should be all the more desirous of having the conference come to them in the form of the printed proceedings. This point of view we are endeavoring to force to the attention of delinquent members. We sincerely trust that many library workers on this coast

who have joined this year because the conference has been accessible to them will see wisdom in this position and will see to it that even though the next conference may not be near enough for them to attend they will keep in touch with the national movement by having the conference come to them in print.

In urging and discussing membership extension the Secretary feels the firm conviction that however much the Association may profit financially by an increased membership that the institutions and individuals who join reap far more benefit, and that to persuade persons to join the A. L. A. is to bestow on them far more advantage than is represented in the small fee which is annually levied.

A. L. A. Representatives at Other Conferences. The policy of sending official representatives of the A. L. A. to state library meetings proved even more popular this past year than ever before and more invitations were received than could be accepted. Unless, however, the pressure of work at headquarters was too great, or a conflict of dates prevented, either Mr. Hadley or some other delegated representative responded to these calls from state associations. Unquestionably mutual benefit has resulted from this interchange of speakers and the policy has broadened the horizon of many library associations.

Following the Mackinac conference Mr. Hadley was invited to lecture at five summer library schools, and three of these invitations were accepted. One talk was given on the A. L. A. and its work before the Minnesota summer library school, and the "Place of the library in a community" was discussed before all the departments at the University of Minnesota. A talk on the same subject was given at the University of Iowa, at Iowa City, Iowa, and a general address was given at the Indiana summer library school, Earlham College, Richmond, Indiana.

In the latter part of September upon invitation from the University of North Dakota, Mr. Hadley represented the A. L. A. at the exercises incident to the inauguration of Dr. F. LeR. Macvey, as president

of that University. The A. L. A. was one of twenty-five national organizations represented on that occasion. As these exercises were attended while the Secretary was on his way to the meeting of the North Dakota library association no expense was incurred either by the A. L. A. or by the state association. At the North Dakota meeting, Sept 30 and Oct. 1, Mr. Hadley spoke on "Affiliation of the state association with the A. L. A.," and also helped to conduct a meeting of the trustee section. On this trip he gave an address before the State normal school and opened the citizen's free lecture course at Fargo with a talk on the American public library.

From North Dakota the Secretary went to Fairmont, Minnesota, to attend a meeting of the Minnesota library association, Oct. 4-6. Here he also spoke on the subject of State affiliation with the A. L. A., and gave an address before the general public on the "Place of the library in a community."

Mr. Legler represented the A. L. A. at the Illinois state meeting at Rock Island, Oct. 11-12, and spoke on "Extension work of the Chicago public library," and Mr. Hadley also attended in order to speak upon the subject of state affiliation with the A. L. A. Following this meeting the Secretary attended the Iowa state meeting at Davenport, Oct. 11-13, speaking on the state library association and its work, and also on the subject of affiliation with the A. L. A., and going on from there to Abilene, Kansas, to the Kansas state meeting, Oct. 13-14. Here he spoke on the importance of a state library commission and what it means to library work.

The Nebraska state meeting, held at Lincoln, Oct. 19-21, was attended officially by Mr. Legler who gave an address on the subject, "What of the rural library?"

Mrs. Elmendorf, first vice-president of the A. L. A., attended the Michigan meeting at Jackson, Oct. 18-19 and spoke on "Children's right to poetry."

Dr. Bostwick attended, as the official representative of the A. L. A., a meeting of librarians at Little Rock, Jan. 26, at which time the Arkansas library associ-

ation was most auspiciously and enthusiastically organized and launched. Dr. Bostwick's principal address was on the subject "The public library as a public utility." He also addressed the business session and spoke on the subject of the public library movement before the Senate and House of Representatives. Although Mr. Hadley was unable to attend this Arkansas meeting he helped to draw up the plans for it.

The present Secretary attended the Wisconsin state meeting at Milwaukee, February 22-23, and spoke on the work of the A. L. A.

Mr. Wyer attended the Atlantic City meeting of March 9-11 and gave an address, "Outside the walls," and also discussed state affiliation with the A. L. A. Mr. Legler attended the Georgia state meetings at Athens, April 17-19, and gave the principal address.

In addition to these attended meetings Mr. Hadley spoke before the Milwaukee library club on the American library association and its work and at the Wisconsin state normal school, in Milwaukee, on "The Place of the American Library." The Secretary was obliged to decline invitations from the State association of Indiana, Ohio, Kentucky and North Carolina, owing either to conflicting dates or pressure of work at the Executive office.

Changes in Officers and Committees. Mrs. H. L. Elmendorf, upon election to the position of first vice-president, resigned as one of the two members of the Executive board whose terms expire in 1911 and Miss Alice S. Tyler was designated by the Executive board to serve pro tempore, until 1911, to succeed Mrs. Elmendorf.

Chalmers Hadley's resignation as Secretary of the A. L. A., in January has already been recorded elsewhere in this report.

Asa Don Dickinson resigned in January from the Committee on work with the blind, and J. L. Gillis was appointed to succeed him.

The present Secretary succeeded Mr. Hadley as member of the Program committee.

Necrology. During the year the Association has suffered the loss of eight of its members by death. The list includes a charter and life member who had served as treasurer; three library trustees who had sufficient interest in their trusts to look for support and inspiration beyond their local library horizons, and one who by his winning personality, his desire to be a "friend to man," and his accomplishments in the world of letters had endeared himself in the hearts of all of us whose fortune it was to know him.

Sam Walter Foss, librarian of the Somerville (Mass.) public library, and widely known also as a poet and lecturer, died February 26, 1911. Mr. Foss joined the Association in 1899 (No. 1851) and attended the conferences of 1899, 1900, '01, '02, '03, '04, '06, '09. He served the A. L. A. as chairman of the finance committee 1904-1906.

James Madison Pereles, for 18 years president of the board of trustees of the Milwaukee public library and chairman of the Wisconsin free library commission since 1905, died December 11, 1910. Judge Pereles joined the A. L. A. in 1908 (No. 4514) and attended the Minnetonka conference.

C. A. Preston, of Ionia, Michigan, died October 2, 1910. He joined the A. L. A. in 1910 (No. 4973) but had attended four conferences.

Cass Richardson, who was with E. P. Dutton & Co. for many years, died June 9, 1911. He joined the Association in 1903 (No. 2758), and attended the conferences of 1903 and 1908.

Mary W. Taylor, librarian of the Bureau of chemistry, Washington, D. C., since October, 1905, died December 13, 1910. Miss Taylor joined the A. L. A. in 1904 (No. 3108) and attended the Minnetonka conference.

Frank J. Thompson of Fargo, N. D., died Feb. 25, 1910. He was a director of the public library of Fargo, North Dakota, and for a time librarian; one of the founders of the North Dakota library association and its first president; active in the creation of the North Dakota library com-

mission and its first president. He joined the A. L. A. in 1906 (No. 3972). He never attended any of the annual conferences.

Henry Mitchell Whitney, librarian of the James Blackstone memorial library of Branford, Connecticut, since 1899, died March 26, 1911. Before entering library work he was for many years a professor in Beloit College. Mr. Whitney joined the Association in 1886 (No. 568) and attended the conferences of 1886, 1900, 1902, 1905 and 1906.

James Lyman Whitney, formerly librarian of the Boston public library, died at his home in Cambridge, September 25, 1910, after a professional service of nearly forty-one years. In 1868 he became assistant librarian of the Cincinnati public library, but the following year began his long connection with the Boston public library. From 1874 to 1899 he was chief of the Catalog department; from 1899 to 1903 he was librarian; but finding the duties too onerous for his advanced years he resigned as librarian in 1903 and was appointed chief of the department of documents and statistics and of the manuscripts. As a bibliographer and man of learning Mr. Whitney will long be remembered. Although not the author of the card catalog he did much to perfect its system and was one of its chief developers. He was a charter member (No. 59) as well as life member of the A. L. A., treasurer from 1882 to 1886, and an attendant at ten conferences of the Association, namely 1876, 1879, '82, '83, '85, '86, '96, '99, 1900 and 1902. He also attended the international conference at London in 1897. For further particulars see "Library Journal," v. 35, no. 10, p. 478; v. 36, no. 3, p. 146.

Mrs. Agnes Fairbanks Willard, trustee of the St. Johnsbury (Vermont) Athenaeum, died March 15, 1910. She joined the Association in 1902 (No. 2512), and attended the Magnolia and Bretton Woods conferences.

The following persons at various times belonged to the Association but were not members at the time of their death:

George Hall Baker, librarian emeritus of Columbia university library, died March 27, 1911. Mr. Baker joined the Association in 1885 (No. 478), and attended the confer-

ences of 1885, '86, '90, '92, '93, '94 and '97. For further particulars see Library Journal, 24; 231.

Prof. Edward W. Hall, librarian of Colby College, died September 8, 1910. He was one of the early members of the Association, joining in 1877 (No. 76) and attended three of the early conferences.

Thomas Wentworth Higginson, historian, author, minister, soldier, for many years trustee of the Cambridge, Mass., public library, died May 9, 1911. He joined the Association in 1897 (No. 1566). So far as recorded, Col. Higginson attended none of the annual conferences.

Miss Mary F. Macrum, of the staff of the Carnegie library of Pittsburgh, died November 1, 1910. She joined the A. L. A. in 1896 (No. 1481) and attended four conferences.

Edward W. Mealey, trustee of the Washington County free library of Hagerstown, Maryland, died April 28, 1910. He joined the Association in 1901 (No. 2298) and attended the conference of that year.

James H. Stout, of Menomonie, Wis., a friend of libraries and active in library legislation and development, died December 8, 1910. He joined the A. L. A. in 1896 (No. 1518) and attended two annual conferences.

Rt. Rev. Alexander H. Vinton, bishop of the Protestant Episcopal diocese of Western Massachusetts, died Jan. 18, 1911. He joined the Association in 1889 (No. 769), and attended the conference of that year.

The following reports were then read by title, received and referred to the Program committee:

COMMITTEE ON CO-ORDINATION

At a meeting of the Committee on Co-ordination, which was held at Mackinac last summer, the Committee decided that its Report for the ensuing year should consist of a short series of special reports on divisions of the general subject.

As a result, the following papers have been prepared by the gentlemen whose names are appended to them. They are

now submitted as the Report of the Committee on Co-ordination.

C. H. GOULD,
Chairman.

Exchange of Duplicates

The public library of Cincinnati has sent away tons of bound newspapers and unbound medical periodicals, and has other tons which it would be glad to send to any library of standing willing to accept them. What little has been received in return has been selected at great labor, and probably unprofitable labor, from lists of duplicates offered by other libraries. In a few words, the experience of the public library of Cincinnati in the exchange of duplicates has not been satisfactory, relief will now be sought in the auction room. But there are still exchange enthusiasts, and that this report may not seem biased, we give the views of two of these.

The first writes: "My experience has been that duplicates, unless they are books of some considerable rarity or costliness, do not sell for enough in the auction room to make that a very profitable device for handling them. I much prefer to send the titles to other libraries, when I can find a man who looks at the thing in the large and who will take what he wants and give me the same opportunity to select from his duplicates. A man who desires, however, to figure out to a cent the value of each duplicate, and is always fearful lest perhaps he does not get his fair share in return, it is not of much use to bother with. I think a very generous policy on the part of libraries in exchanging duplicates, where there is a reasonable chance of return, is, on the whole, the best way of disposing of them, but the process must be reduced to a business system. Our own plan is to file away duplicates as they are received in a numerical order, this order being the key to the whole situation. A rough author entry is made for each duplicate and these entries are then sent, when a sufficient package has accumulated, to some library with which we have exchange relations. They select anything they desire and return the slips to us. We can quickly find,